

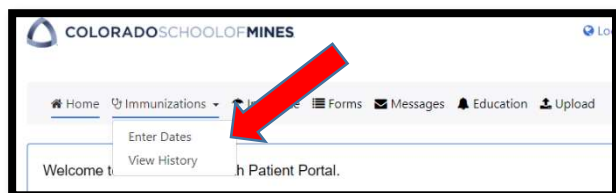
Immunization Requirement Instructions for New and Transfer Students

Colorado School of Mines

1. Log in to your Mines account (my.mines.edu) and choose the Health Portal.



2. Click on the **Immunizations** tab and select **Enter Dates**.



3. Scroll down to the **Required Immunizations** section and **enter the dates** of your **first and second dose of the MMR vaccine** as they appear on your immunization record. Please do NOT enter duplicate dates. If you are living on campus, you must have a Meningitis vaccine within the last 5 years. Enter the date of your most recent **Meningitis ACWY** vaccine (Menveo, MCV4, Menactra, etc.). Click **Submit**.



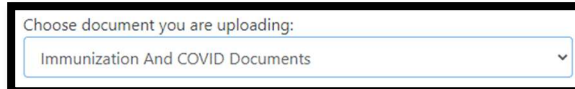
4. Next, click on the **Upload** tab at the top to upload a copy of your immunization record.



***Options for uploading your record:** You can upload an electronic copy from your computer or take a photo of your record and upload it from your phone. Please be sure the information is **clear and legible** before you upload.

Undocumented vaccines will be deleted.

5. In the drop-down menu select **Immunization and COVID Documents**, then **Select File** and choose your file and click **Upload**.



Once you've successfully uploaded your file, you will see the file listed under **Documents already on file**. You can view this document at any time.

6. Click on the **Forms** tab to complete the **TB Questionnaire**. If you are under 18, this form must be completed by a parent/guardian. Please answer all of the questions.



7. If testing is indicated after answering the questions, please **upload the results** of the test. Under **Documents**, choose **Tuberculosis Testing Results**.
8. **If you are under age 18**, please have a parent/guardian complete the **Consent to Treat** form which is available under the **Forms** tab. Upload this form, choosing **Consent Form**.
9. If you choose to waive the Meningitis vaccine requirement, you will need to read, complete and upload the Meningitis ACWY Disease Information and Waiver Form.
10. Medical and nonmedical exemptions are allowed by uploading the completed certificate: www.colorado.gov/vaccineexemption.
11. Additional information on immunization requirements may be found at <https://www.mines.edu/student-health/student-health-center/forms/>
12. If you have any questions or problems with this process, please call the Student Health Center at 303-273-3381.